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Campus News June 28, 1996

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CAMPUS NEWS

LA SALLE UNIVERSITY'S WEEKLY INFORMATION CIRCULAR

June 28, 1996



LA SALLE UNIVERSITY

DEAN, SCHOOL OF ARTS AND SCIENCES
PHILADELPHIA, PA 19141-1199

TO: Those Concerned

FROM: Barbara C. Millard, Dean *BCM*
School of Arts & Sciences

DATE: June 26, 1996

RE: American Council of Learned Societies
Fellowships & Grants Competitions

In reference to the Competitions as announced in the June 21 issue of the **Campus News**, the booklets on the 1996-97 Fellowships & Grants are now available in the Office of the Dean of Arts & Sciences.

Campus News is distributed weekly to foster communication and encourage information sharing among University departments. Articles submitted are the responsibility of their authors alone and do not imply an opinion on the part of La Salle University or the Department of Mail and Duplicating Services.

CAMPUS POSITIONS AVAILABLE

LA SALLE UNIVERSITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER



LA SALLE UNIVERSITY

Food Service Department
Philadelphia, PA 19141-1199
(215) 951-1388 Fax: (215) 951-1830

P O S I T I O N O P E N I N G

The Food Service Department has the following position opening:

Accounting Assistant

There is a full time opening in the main office of the Food Service Department for an **Accounting Assistant** (Grade C level). Duties include processing weekly payroll and accounts payable invoices as well as verifying sales reports.

Candidates should be detailed oriented and possess good organizational skills as well as computer literacy in spreadsheets, word processing and database management. Minimum of 2-3 years experience in accounting or bookkeeping required. Full benefits including tuition remission.

Individuals interested in this position should submit a resume or application with three employment references to:

Stephen C. Greb
Director of Food Service
Box 812
Campus Mail

La Salle University is an Equal Opportunity/Affirmative Action Employer



La Salle Athletics

DIRECTOR OF SPORTS RELATIONS AND MARKETING

DEPARTMENT OF ATHLETICS

The La Salle University, Department of Athletics is seeking qualified candidates for a 12 month, full time position as Director of Sports Relations and Marketing. This position reports to the Director of Athletics.

RESPONSIBILITIES:

The Director will have primary responsible for planning, coordinating, and implementing all marketing and promotions for the Intercollegiate Athletic Program. The Director will organize and participate in public relations functions, season ticket drives, Booster Club activities and all corporate involvement in the Athletic Program.

QUALIFICATIONS:

Bachelors degree in appropriate field.

The successful candidate will be creative, possess strong organizational and management skills and have a proven ability to meet established deadlines. Excellent verbal and written communication skills.

Demonstrated ability and experience organizing a network of alumni and friend volunteers.

Experience in fund-raising in an intercollegiate environment highly desired.

Proven ability in securing corporate sponsorships and promotions.

SALARY:

Commensurate with experience and ability

SEND RESUME AND REFERENCES TO:

DEADLINE: July 8, 1996

Robert Mullen
Director of Athletics
La Salle University
1900 West Olney Avenue
Philadelphia, PA 19141-1199

The La Salle University is an Equal Opportunity, Affirmative Action Employer.

POSITION AVAILABLE

DATA COORDINATOR

The Registrar's Office has an opening for a Data Coordinator. The position requires organizational ability, initiative, attention to detail, typing skills (60-WPM), and good communication skills. A pleasant telephone manner and ability to deal with the public are also necessary. Qualified candidates should have a working knowledge of computers including word processing skills. Full benefits package including tuition remission. Interested persons should submit a resume and two references to:

Dominic J. Galante, Registrar

La Salle University
1900 W. Olney Avenue
Philadelphia, PA 19141

La Salle University is an Equal Opportunity/Affirmative Action Employer



LA SALLE UNIVERSITY

BURSAR'S OFFICE

PHILADELPHIA, PA 19141 • (215)951-1055 • FAX (215)951-1799

TO: The Campus Community

FROM: Marina Grace, Bursar *m.g.*

DATE: June 27, 1996

SUBJECT: Position Available

In the past, many of our positions have been filled with highly qualified individuals based on the recommendation of our own people. Therefore, if you know of an individual who is interested and qualified, please make them aware of this position.

HEAD CASHIER

The Bursar's Office is seeking a Head Cashier. This position requires initiative, previous cashier experience and good communication skills. Full benefit package including tuition remission. Interested individuals should submit a resume to:

La Salle University
Attn: Box 827
1900 West Olney Avenue
Philadelphia, PA 19141

EOE/AA